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MATT BLUNT

Administrative Rules Division

James C. Kirkpatrick State Information Center
600 W. Main
Jefferson City, MO 65101
(573) 751-4015

DIRECTOR

LYNNE C. ANGLE

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Administrative Rules Division

PO Box 1767

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Documents will be accepted for filing on all regular workdays from 8:00 a.m. until 5:00 p.m. We encourage early filings to facilitate the timely publication of the *Missouri Register*. Orders of Rulemaking appearing in the *Missouri Register* will be published in the *Code of State Regulations* and become effective as listed in the chart above. Advance notice of large volume filings will facilitate their timely publication. We reserve the right to change the schedule due to special circumstances. Please check the latest publication to verify that no changes have been made in this schedule. To review the entire year's schedule, please check out the web site at <http://www.sos.state.mo.us/adrules/pubsched.asp>

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HOW TO CITE RULES AND RSMo

RULES—Cite material in the *Missouri Register* by volume and page number, for example, Vol. 26, *Missouri Register*, page 27. The approved short form of citation is 26 MoReg 27.

The rules are codified in the *Code of State Regulations* in this system—

Title	Code of State Regulations	Division	Chapter	Rule
1	CSR	10-	1.	010
Department		Agency, Division	General area regulated	Specific area regulated

They are properly cited by using the full citation, i.e., 1 CSR 10-1.010.

Each department of state government is assigned a title. Each agency or division in the department is assigned a division number. The agency then groups its rules into general subject matter areas called chapters and specific areas called rules. Within a rule, the first breakdown is called a section and is designated as (1). Subsection is (A) with further breakdown into paragraph 1., subparagraph A., part (I), subpart (a), item I. and subitem a.

RSMo—Cite material in the RSMo by date of legislative action. The note in parentheses gives the original and amended legislative history. The Office of the Revisor of Statutes recognizes that this practice gives users a concise legislative history.

FROM THIS ANGLE . . .

Check your rulemakings!

Please remember, once your rulemaking is published in *Register* and *Code*, your responsibility is still not quite complete. Because the rules are your agency's rules, you must still verify that the published content is exactly as you want it to appear. When the *Register* copy is published (2 times per month) – take a moment to double-check your content. Likewise, when the *Code* copy is published (1 time per month) – take another look at your rulemaking. Once your content is published in *Code*, we cannot change the *Code* copy without a new amendment from your agency. Please assist us in making certain we are publishing your rulemaking as your agency intends. We are the publisher – you are our customers – we want to do the best possible job for you. However, if we are unaware of a problem, we cannot correct the same.

We need your help – survey coming!

In the next few weeks, watch your mail for a survey from Administrative Rules. We are looking for complete honesty and openness from you in ways we might better serve you, services we might be able to offer, tips, suggestions, complaints, critiques and yes, we will even accept compliments! Our survey is short and will only take a few minutes to complete – plus, you might even receive a small gift or two as an expression of our appreciation for your time and trouble! Thanks in advance for your prompt response to the survey when received.

As always, please contact us if we may assist you in any way with the rulemaking process.



Lynne C. Angle
Director, Administrative Rules

Rules appearing under this heading are filed under the authority granted by section 536.025, RSMo 2000. An emergency rule may be adopted by an agency if the agency finds that an immediate danger to the public health, safety or welfare, or a compelling governmental interest requires emergency action; follows procedures best calculated to assure fairness to all interested persons and parties under the circumstances; follows procedures which comply with the protections extended by the *Missouri* and the *United States Constitutions*; limits the scope of such rule to the circumstances creating an emergency and requiring emergency procedure, and at the time of or prior to the adoption of such rule files with the secretary of state the text of the rule together with the specific facts, reasons and findings which support its conclusion that there is an immediate danger to the public health, safety or welfare which can be met only through the adoption of such rule and its reasons for concluding that the procedure employed is fair to all interested persons and parties under the circumstances.

Rules filed as emergency rules may be effective not less than ten (10) days after filing or at such later date as may be specified in the rule and may be terminated at any time by the state agency by filing an order with the secretary of state fixing the date of such termination, which order shall be published by the secretary of state in the *Missouri Register* as soon as practicable.

All emergency rules must state the period during which they are in effect, and in no case can they be in effect more than one hundred eighty (180) calendar days or (thirty) 30 legislative days, whichever period is longer. Emergency rules are not renewable, although an agency may at any time adopt an identical rule under the normal rulemaking procedures.

**Title 9—DEPARTMENT OF MENTAL HEALTH
Division 10—Director, Department of Mental Health
Chapter 5—General Program Procedures**

**ORDER TERMINATING EMERGENCY
AMENDMENT**

By the authority vested in the director of the Department of Mental Health under sections 630.050 and 630.655, RSMo 2000, the director hereby terminates an emergency amendment effective **October 30, 2002**, as follows:

9 CSR 10-5.200 Report of Complaints of Abuse, Neglect and Misuse of Funds/Property is **terminated**.

A notice of emergency rulemaking containing the text of the emergency amendment was published in the *Missouri Register* on April 15, 2002 (27 MoReg 615-617).

**Title 13—DEPARTMENT OF SOCIAL SERVICES
Division 40—Division of Family Services
Chapter 19—Energy Assistance**

EMERGENCY AMENDMENT

13 CSR 40-19.020 Low Income Home Energy Assistance Program. The division is amending the monthly income ranges contained in the LIHEAP Income Ranges Chart immediately following subsection (3)(D) of this rule.

PURPOSE: This amendment adjusts the monthly income amounts on the LIHEAP Income Ranges Chart to reflect changes made in the federal poverty guidelines.

EMERGENCY STATEMENT: The division finds that there exists an immediate danger to the public welfare which requires emergency action. This emergency amendment follows procedures best calculated to assure fairness to all interested persons and parties under the circumstances, complies with the protections extended by the *Missouri* and *United States Constitutions* and limits the scope of the emergency amendment to the circumstances creating the emergency and requiring emergency procedure. An emergency amendment is necessary because of the planned implementation of the program in October, 2002. Postponing the date for acceptance of energy assistance applications will result in individuals having their utility service terminated. Termination of utility service can produce a health hazard, particularly to elderly and disabled individuals, since they are more susceptible to hypothermia.

The rule is necessary to preserve a compelling governmental interest requiring an early effective date in that the rule informs the public regarding income guidelines for receipt of assistance. The eligibility criteria for energy assistance changes each year based on poverty guidelines announced by the federal government. It is essential for persons potentially eligible for low income home energy assistance to have timely information related to the income guidelines prior to the need for assistance. The procedure employed is fair to all interested parties concerned inasmuch as it equitably allocates energy assistance benefits based on household size and available resources. Emergency amendment filed September 19, 2002, effective October 3, 2002, expires March 31, 2003.

(3) Primary eligibility requirements for this program are as follows:

(D) Each household must have a monthly income no greater than the specific amounts based on household size as set forth in the Low Income Home Energy Assistance Program (LIHEAP) Income Ranges Chart. If the household size and composition of a LIHEAP applicant household can be matched against an active food stamp case reflecting the same household size and composition, monthly income for LIHEAP will be established by using the monthly income documented in the household's food stamp file.

*[LIHEAP INCOME RANGES CHART
Monthly Income Amounts*

<i>Household Size</i>	<i>Income Range</i>				
1	\$0-179	\$180-359	\$360-539	\$540-719	\$720-895
2	\$0-242	\$243-485	\$486-728	\$729-971	\$972-1,209
3	\$0-280	\$281-561	\$562-842	\$843-1,123	\$1,124-1,402
4	\$0-338	\$339-677	\$678-1,016	\$1,017-1,355	\$1,356-1,692
5	\$0-396	\$397-793	\$794-1,190	\$1,191-1,587	\$1,588-1,981
6	\$0-454	\$455-909	\$910-1,364	\$1,365-1,819	\$1,820-2,270
7	\$0-512	\$513-1,025	\$1,026-1,538	\$1,539-2,051	\$2,052-2,560
8	\$0-570	\$571-1,141	\$1,142-1,713	\$1,714-2,284	\$2,285-2,849
9	\$0-628	\$629-1,257	\$1,258-1,886	\$1,887-2,515	\$2,516-3,139
10	\$0-686	\$687-1,373	\$1,374-2,060	\$2,061-2,747	\$2,748-3,428
11	\$0-743	\$744-1,487	\$1,488-2,231	\$2,232-2,975	\$2,976-3,717
12	\$0-801	\$802-1,603	\$1,604-2,405	\$2,406-3,207	\$3,208-4,007
13	\$0-859	\$860-1,718	\$1,719-2,578	\$2,579-3,438	\$3,439-4,296
14	\$0-917	\$918-1,834	\$1,835-2,752	\$2,753-3,670	\$3,671-4,586
15	\$0-975	\$976-1,950	\$1,951-2,926	\$2,927-3,902	\$3,903-4,875
16	\$0-1,033	\$1,034-2,066	\$2,067-3,100	\$3,101-4,134	\$4,135-5,165
17	\$0-1,091	\$1,092-2,182	\$2,183-3,274	\$3,275-4,366	\$4,367-5,454
18	\$0-1,149	\$1,150-2,298	\$2,299-3,448	\$3,449-4,598	\$4,599-5,743
19	\$0-1,207	\$1,208-2,414	\$2,415-3,622	\$3,623-4,830	\$4,831-6,033
20	\$0-1,264	\$1,265-2,528	\$2,529-3,793	\$3,794-5,058	\$5,059-6,322

LIHEAP INCOME RANGES CHART
Monthly Income Amounts

Household Size	Income Range				
1	\$0-185	\$186-371	\$372-557	\$558-743	\$744-923
2	\$0-249	\$250-499	\$500-749	\$750-999	\$1,000-1,244
3	\$0-288	\$289-577	\$578-866	\$867-1,155	\$1,156-1,439
4	\$0-347	\$348-695	\$696-1,043	\$1,044-1,391	\$1,392-1,735
5	\$0-406	\$407-813	\$814-1,220	\$1,221-1,627	\$1,628-2,030
6	\$0-472	\$473-945	\$946-1,418	\$1,419-1,891	\$1,892-2,359
7	\$0-524	\$525-1,049	\$1,050-1,574	\$1,575-2,099	\$2,100-2,620
8	\$0-583	\$584-1,167	\$1,168-1,751	\$1,752-2,335	\$2,336-2,915
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10	\$0-701	\$702-1,403	\$1,404-2,105	\$2,106-2,807	\$2,808-3,506
11	\$0-760	\$761-1,521	\$1,522-2,282	\$2,283-3,043	\$3,044-3,801
12	\$0-819	\$820-1,639	\$1,640-2,459	\$2,460-3,279	\$3,280-4,096
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14	\$0-937	\$938-1,875	\$1,876-2,813	\$2,814-3,751	\$3,752-4,686
15	\$0-996	\$997-1,993	\$1,994-2,990	\$2,991-3,987	\$3,988-4,981
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17	\$0-1,114	\$1,115-2,229	\$2,230-3,344	\$3,345-4,459	\$4,460-5,572
18	\$0-1,173	\$1,174-2,347	\$2,348-3,521	\$3,522-4,695	\$4,696-5,867
19	\$0-1,232	\$1,233-2,465	\$2,466-3,698	\$3,699-4,931	\$4,932-6,162
20	\$0-1,291	\$1,292-2,583	\$2,584-3,875	\$3,876-5,167	\$5,168-6,457

*AUTHORITY: section 207.020, RSMo 2000. Emergency rule filed Nov. 26, 1980, effective Dec. 6, 1980, expired March 11, 1981. Original rule filed Nov. 26, 1980, effective March 12, 1981. For intervening history, please consult the **Code of State Regulations**. Emergency amendment filed Sept. 19, 2002, effective Oct. 3, 2002, expires March 31, 2003. A proposed amendment covering this same material is published in this issue of the **Missouri Register**.*